**RECORDING SHEET**

|  |  |
| --- | --- |
| **Date/Time:** |  |
| **Interviewee:** |  |
| **Interviewer:** |  |
| **Scribe:** |  |
| **Topic:** |  |
| **Questions:** |  |
| **Equipment needed:** |  |
| **Expected Length:** | 5 minutes |
| **Scribe's notes:** |  |
| **Scribe's notes:** |  |
| **Review/Extra questions:** |  |
| **Reflection – What was good about our interview.** |  |
| **Reflection – What needed improvement in our interview.** |  |